

Office of the Chief, Economic Research  
(Staff Meeting held 29 January 1959, 1100 hours, 1128 M Building)

SUBJECT

DISCUSSION

ACTION

Briefings for Mr. Amory

Division Chiefs

ERA personnel have recently briefed Mr. Amory on JAEIC and Guided Missile activities. Dr. Guthe feels this is a good way to keep Mr. Amory informed. Division Chiefs are to submit to Ch/E by noon Monday, 2 February, suggestions of topics they would like to present.

Ex-Employees

All Employees

Ch/E emphasized that ERA personnel are not to discuss classified information with ex-employees, or to tell them what changes are taking place within the Agency.

Domestic Travel

Division Chiefs

25X1A9a The ERA is in good shape for money for domestic travel. [REDACTED] suggested that Division Chiefs review their travel and, if possible, take some of the budgeted trips earlier, rather than later in the year.

Recruits

Information

ERA now has twenty-eight (28) persons in process, fifteen (15) are ERA recruits.

External Research

Information

Chief, St/PR has been given the responsibility for staffing external research and personal service contracts. All memos should be addressed to the AD/RR through Chief, St/PR instead of SA/RR.

Project Initiation Memoranda

Information

The Geographic Area has agreed to send to St/PR copies of all their project initiation memoranda in the future. This will give the interested Divisions of ERA a chance to see what projects the Geographic Area is working on in the early stages.

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